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DIGIT Database (Version 1) User Manual

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DIGIT Database (Version 1)
User Manual

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APPENDIX 1 DATABASE TABLES

1 Introduction

A database known as ***DIGIT*** (***D***atabase for ***I***dentification of ***G***eneric ***I***nstallation ***T***ypes) has been developed to allow classification of installations by generic type. The development of the generic classification system is described in the report Generic Installation Types: Definition of generic labelling system suitable for research on occupational health offshore (MaTR 0348 – Version 1.0).

This User Manual has been produced for use in conjunction with the DIGIT database, Version 1.

The database has been created using Microsoft Access 97 software. It is assumed that the user has a working knowledge of the Microsoft Windows environment, and is familiar with simple mouse and keyboard operations. The database allows the user to select and view records containing classifications of installations by generic type.

The following fields are contained within the database:

- **Installation Details**
  - Installation Name
  - Operator Name
  - Notes
  - HSE Section
  - Reg Number
- **Installation POB**
  - OPL POB
  - HSE POB
  - Other POB
  - Notes
- **Installation Age**
  - Age
  - Notes
- **Installation Type** (with notes)
- **Installation Function** (with notes)
- **Installation Location** (with notes)

A description of each of the fields is given in Table A1 of Appendix 1.

There are currently 298 records within the database occupying approximately 1.1MB of disk space including the customised database structure.

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2 Computing Requirements

The database has been developed by MaTSU on a Compaq Deskpro 4000 Pentium II System, using Windows 95.

2.1 USER HARDWARE REQUIREMENTS

The system requirements for running the database are:

- An IBM or fully compatible PC with a 80486 (or later) processor;
- A recommended minimum of 6 MB of Random Access Memory (RAM);
- A mouse;
- Microsoft Windows 95 operating system, or later;
- 1.1 MB of hard disk space for the DIGIT database, Version 1.

2.2 USER SOFTWARE REQUIREMENTS

Microsoft Access 97 software is required to view the database. If installation is required, full instructions are contained within the Microsoft Access User's Guide.

2.3 INSTALLATION

It is assumed here that Microsoft Access software has already been installed. To install the database on your C:\ drive:

- Insert the 3.5" floppy disk into your disk drive.
- Go to Windows Explorer
- Create the directory C:**** where **** is the location where you wish to save the database.
- Click on your 3.5" Floppy (A:) drive
- Click on the file DIGIT97 that appears there
- Copy the file DIGIT97 to the desired location C:****

3 Running the Database

Sections 3 and 4 of this User Manual are designed to assist the user in moving around the database; viewing; searching and generating reports. To assist the reader, the following notation has been applied:

- Screen (or database form) names are displayed in italics, e.g. *DIGIT Database* screen (form)
- Button names are displayed in inverted commas, e.g. "Exit Database" button.

3.1 OPENING THE DATABASE

The database is loaded by using the File Open command from within Microsoft Access. Select the C:**** directory and select the file DIGIT97. Clicking OK will open the database and the *DIGIT Database* form (shown in Figure 4.2) will be displayed. Alternatively, the file can be loaded directly from Windows Explorer by double clicking on the file DIGIT97 under the C:**** directory.

3.2 CLOSING THE DATABASE

To exit the database, click the "Exit Database" button on either the *DIGIT Database* or the *Section Details* forms. This will exit and close down Microsoft Access, taking the user back to Windows Explorer.

3.3 GENERAL OPERATIONS

Movement around the form is controlled by the mouse or the tab key. Each form contains a number of buttons and by clicking on a button (single click), events such as viewing the next record are activated.

Movement through records within a particular view is controlled using the arrow keys towards the right hand side of the screen. By clicking on these arrows, the user can move forwards or backwards through the records one at a time. To move quickly to the first or last record click on the arrows labelled "first" or "last".

4 Database Screens

This section of the User Manual is concerned with describing the functionality within the forms on the database screens.

4.1 USER INTERFACE STRUCTURE

Figure 4.1 below, shows a pictorial view of the structure of database screens.

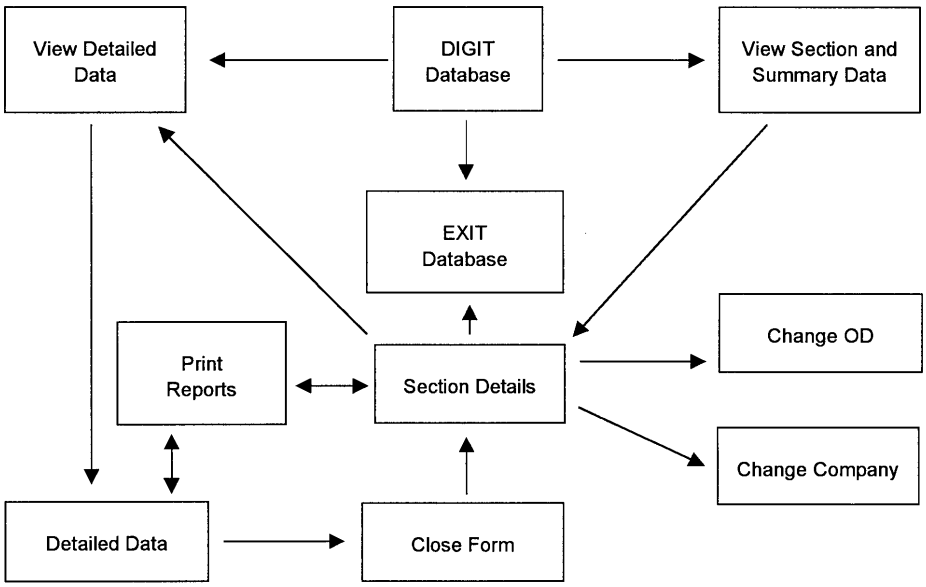


Figure 4.1

This provides the user with a Site map to the database, illustrating the options that are available from each screen.

4.2 DIGIT DATABASE FORM

When the database is opened, the *DIGIT Database* form is displayed, Figure 4.2.

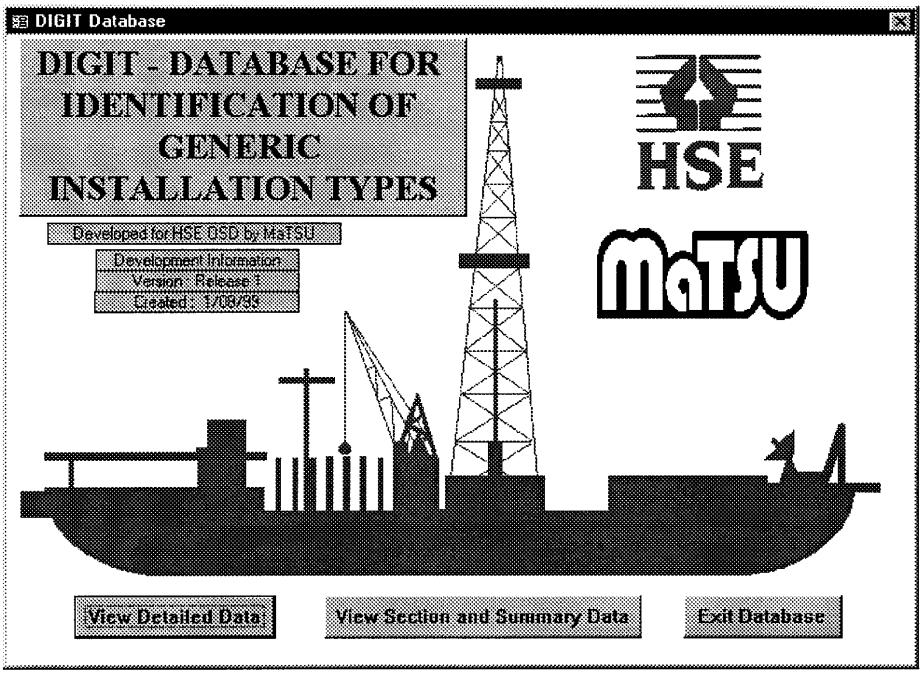
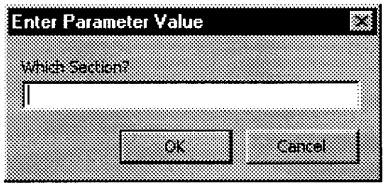


Figure 4.2

The *DIGIT Database* form provides the user with three options:

1. **View Detailed Data** - Clicking on this button brings up the following box:



This prompts the user to enter the parameter values (i.e. the OD section number) of the section for which they want to obtain details. Entering a section number e.g.OD1.1 and clicking the "OK" button then opens the *Detailed Data* form (Figure 4.3). This form enables information relating to a particular OD section to be viewed as a generic listing.

2. **View Section and Summary Data** - Clicking on this button opens up the *Section Details* form (Figure 4.4)

3. **Exit Database** - Clicking this button will close the database and exit Access.

4.3 DETAILED DATA FORM

The *Detailed Data* form (Figure 4.3) is accessed via the "View Detailed Data" button on the *DIGIT Database* form. The user will be prompted to enter the OD section number for which the *Detailed Data* details are required.

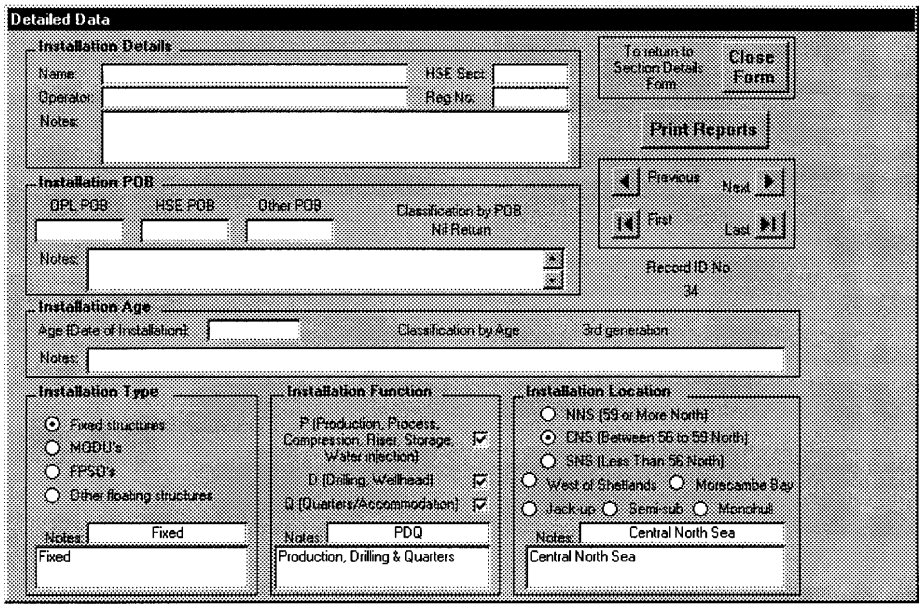


Figure 4.3

This form contains detailed information on each installation together with its generic classification of POB, age, type, function and location, listed by HSE section number. All the records for a given OD section number can be accessed by clicking on the arrow keys near the right hand side of the screen until the desired record is reached. Each record is displayed individually. The user can move quickly to the first or last record by clicking on the arrows labelled "first" and "last" respectively.

Clicking on the "Print Report" button enables the user to enter the *Print Reports* form from which reports can be previewed and/or printed (see Section 4.5).

To exit from the *Detailed Data* form for a given HSE OD section number, the user should click on the button labelled "Close Form". This will take the user to the *Section Details* form, from

where it is possible to exit the database by clicking on the "Exit Database" button. Alternatively, the user may also re-enter the *Detailed Data* form from the *Section Details* form. Re-entry can be achieved by clicking on the button labelled "View Detailed Data" and then entering the desired HSE OD section number when prompted to do so.

4.4 SECTION DETAILS FORM

The *Section Details* form (Figure 4.4) can be accessed via the "View Section and Summary Data" button on the *DIGIT Database* form.

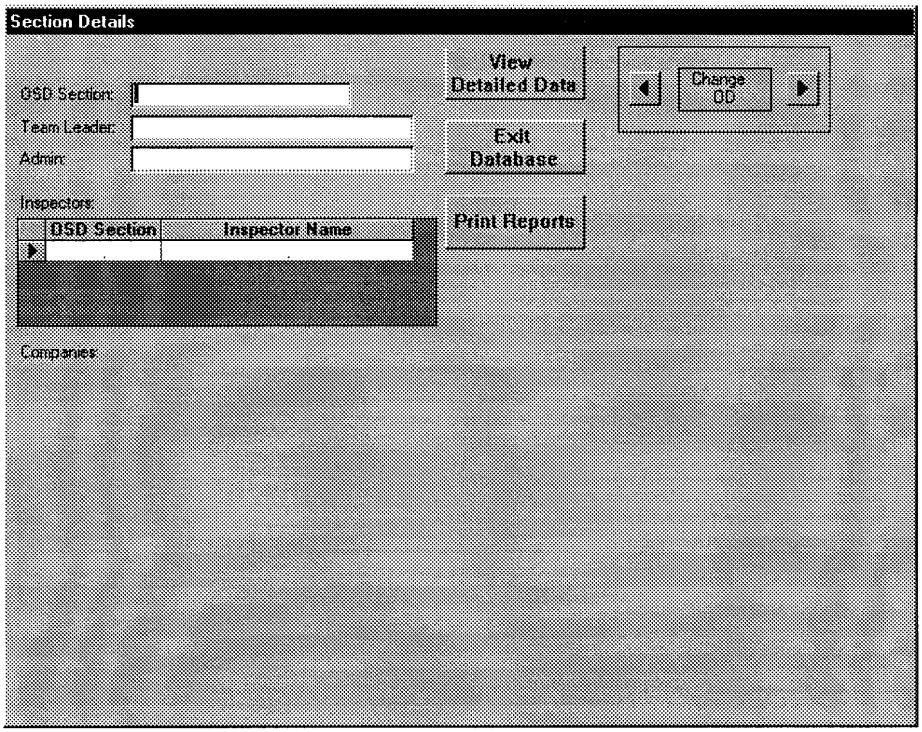


Figure 4.4

This form contains details of Inspectors, Companies and the Installations for which the respective HSE OD section have responsibility. All installations for a given OD section number can be selected by clicking on the arrow keys nearest to the bottom right corner of the screen. These arrows enable the user to scroll through the records for each company in turn.

By clicking on the arrows at the top right of the screen, the user can change the OD section number and hence display the data for whichever OD section is required. Clicking on the button labelled "View Detailed Data" enables the user to return to the *Detailed Data* if required. The user will be prompted to enter the required OD section number and the requested *Detailed*

Data will then be displayed. The user may navigate the *Detailed Data* as previously described in Section 4.3.

By clicking on the "Print Reports" button, the user can enter the *Print Reports* form from which reports can be previewed and/or printed (see Section 4.5).

To exit from the database the user should click on the button labelled "Exit Database".

4.5 PRINT REPORTS FORM

The *Print Reports* form can be accessed via the "Print Reports" button on both the "*Detailed Data*" form and the "*Section Details*" form.

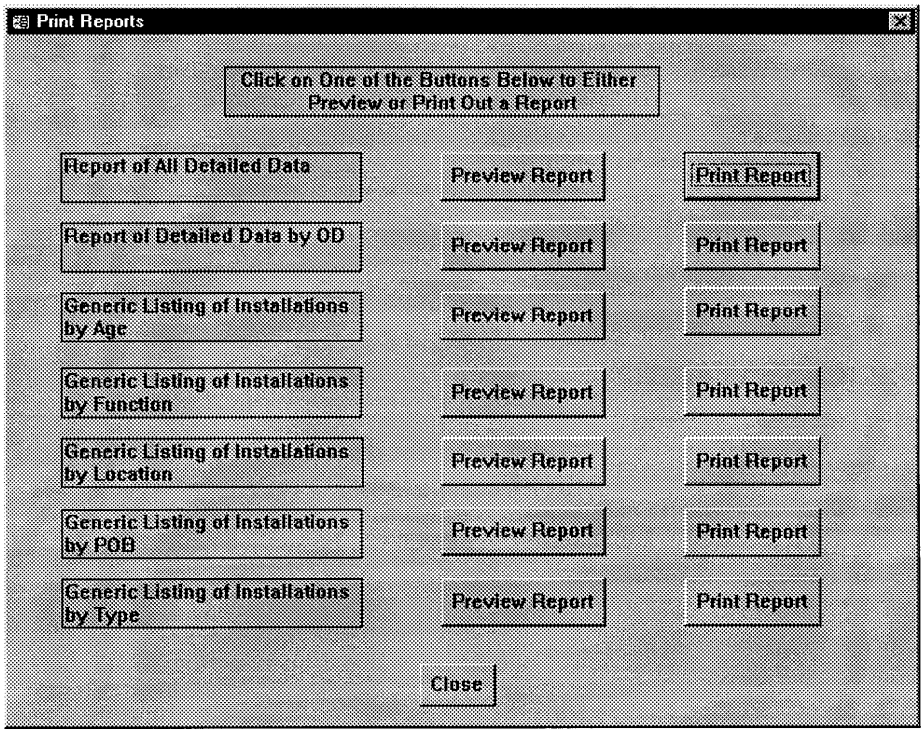


Figure 4.4

This form enables the user to both preview and print reports. Clicking on the button labelled "Preview Report" enables the user to preview the data reports giving details of:

- All Detailed Data, i.e. the Detailed Generic Listing Report for all OD sections;

- Detailed Data by OD, i.e. the Detailed Generic Listing Report for a selected OD section number. The user will be prompted to enter the required OD section number and the requested Detailed Generic Listing Report will then be displayed;
- Generic Listing of Installations by Age;
- Generic Listing of Installations by Function;
- Generic Listing of Installations by Location;
- Generic Listing of Installations by POB;
- Generic Listing of Installations by Type.

Movement through the pages within a particular report form is controlled using the Status Bar at the bottom left of the screen. In the middle are two arrows. By clicking on these the user can move forwards or backwards through the pages of the selected report, one page at a time. To move quickly to the first or last page click the left and right arrows with a vertical bar. The text in the middle of the Status Bar, between the two arrows, informs the user which page is currently being viewed.

The user can print the report by clicking on the button labelled "Print Report" (on the *Print Reports* form) alongside the name of the report that is required. If the Detailed Generic Listing Report by OD section number is selected for printing, the user will be prompted to enter the required OD section number.

Appendices

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Appendix 1 Database Tables

Appendix 1
Database Tables

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A1 Information Stored in the Database and Information Sources
A2 Categories of Classification

TABLE A1 : INFORMATION STORED IN THE DATABASE AND INFORMATION SOURCES

This table describes the fields contained in the database. The generic classification system used on the data is given in Table A2.

Field Name	Description and data sources
Installation Name	The name of the installation up to a maximum of 50 characters, (e.g. Borgny Dolphin). These are taken from the OPL North Sea Field Development Guide 5th Edition 1994, and the OPL Mobile Drilling Units of the World 1994. All data confirmed by OSD Inspection Teams.
Operator Name	The name of the operator, (e.g. Amerada Hess). These are taken from the OPL Guides detailed above and the HSE POB data for 1995. In cases where the OPL data differs from the HSE data, the HSE data is taken as the operator name as the OPL data is older and probably less accurate. All data confirmed by OSD Inspection Teams. A maximum of 50 characters can be entered in this field.
Notes	In this field the data sources and additional notes on the installation are recorded, (e.g. Reg No. taken from the HSE POB 1995 data have been recorded in this section as they were available). The notes give some explanation as to how the installation was classified. This field has been included to assist in the checking of data entries. All data confirmed by OSD Inspection Teams. This is a memo field of up to 65,000 characters.
HSE Section	The HSE section details (maximum 50 characters) are recorded in this field.
Reg No.	The registration number (max 50 characters) for the installation is recorded in this field.
OPL POB	The POB for the installation (maximum 50 characters) as given in the OPL guides. This value for POB is used to classify the size of the installation. (see Table A2 for classification details). All data confirmed by OSD Inspection Teams.
HSE POB	As data from HSE POB 1995 was available it has been included in the database. At the present time the database does not make use of this data, but if any future work requires its use a computerised version of the data exists in the database. (In general the HSE POB does not differ significantly from the OPL POB). All data confirmed by OSD Inspection Teams. A maximum of 50 characters can be entered in this field.
Other POB	The number of other POB for the installation has been included in the database. A maximum of 50 characters can be entered in this field.
Notes	Notes about the installation POB can be added to this section. This is a memo field of up to 65,000 characters.
Age	The age of the installation, (e.g. '79 for 1979). This field contains the year when the installation was installed and is used to classify the age of the installation. A maximum of 50 characters can be entered in this field. Data is from the OPL Guides. (see Table A2 for classification details) All data confirmed by OSD Inspection Teams.
Notes	Notes concerning the age of the installation can be added to the database. This is a memo field of up to 65,000 characters.
Installation Type (with notes)	The type of installation (e.g. Fixed). This field is used for classifying installations by their type. Users have the choice of any one of four options. Data is from the OPL Guides. (see Table A2 for classification details) All data confirmed by OSD Inspection Teams. Notes can also be included.
Installation Function (with notes)	The function of the installation, (e.g. Drilling). This field is used for classifying installations by their function and gives the user up to 3 options. Data is from the OPL Guides. (see Table A2 for classification details) All data confirmed by OSD Inspection Teams. Notes can be added to this field as required.
Installation Location (with notes)	The location of the installation, (e.g. Northern North Sea). This field is used for classifying installations by their location. There are 5 possible locations for fixed installations and 3 options for mobile offshore drilling units. Data is from the OPL Guides. (see Table A2 for classification details) All data confirmed by OSD Inspection Teams. Notes can also be included as required.

TABLE A2 : CATEGORIES OF CLASSIFICATION

Each installation contained in the database has been classified against 5 categories. These categories are detailed in the following table.

Category	Description
Personnel on Board (POB)	4 mutually exclusive options; Small (<= 30 people), Medium (>30 to <= 100 people), Large (>100 people), Normally unattended installations (NUI's).
Age	3 mutually exclusive options; 1st generation (pre 1980), 2nd generation (1980-1989), 3rd generation (1990-present).
Type	4 mutually exclusive options; Fixed structures, Mobile Offshore Drilling Units (MODU's), Floating Production Systems (FPSO's), Other floating structures e.g. Flotels.
Function	3 options which can be combined; P (Production, Process, Compression, Riser, Water Injection), D (Drilling, Wellhead), Q (Quarters/Accommodation). If the installation contains an accommodation module but the "function" field in the OPL guide classifies the installation as Production, the installation will be classified as Production only. Similarly if the "function" is Drilling but the drilling rig has now been removed, or the "function" is Wellhead and the installation has no drilling facilities, the installation will be classified as Drilling in the database.
Location	3 mutually exclusive options for both fixed and mobile installations. For Fixed installations; Northern North Sea - >= 59° N (includes W. of Shetland), Central North Sea - < 59° N to >= 56° N, Southern North Sea - < 56° N (includes Irish Sea and English Channel). For Mobile installations; Jack-up, Semi-submersible, Ship.